



## Michigan Supreme Court

State Court Administrative Office

### Trial Court Services Division

Michigan Hall of Justice

P.O. Box 30048

Lansing, Michigan 48909

Phone (517) 373-4835

### MEMORANDUM

DATE: June 1, 2006

TO: Circuit Court Chief Judges  
District Court Chief Judges  
Presiding Family Division Judges  
cc: System Providers  
Circuit and District Court Administrators  
Family Division Administrators  
County Clerks  
Juvenile Registers  
Regional Administrators

FROM: Elizabeth A. Barber  
Trial Court Collections Project Manager

RE: Reminder: New Reporting Requirements

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This is a reminder that the State Court Administrative Office (SCAO) will require that all circuit courts, circuit court family divisions and district courts provide outstanding receivables and payment/adjustment distribution reports on an annual basis, beginning with the first annual report due July 15, 2006.

The new reporting requirements have generated additional questions. As a result, we have updated the "[New Reporting Requirements - Frequently Asked Questions and Answers from SCAO](#)." Question 13 reflects a change. Questions 16, 17, 18 and 19 have been added.

If you have any questions, please contact me at (517) 373-5895 or [BarberB@courts.mi.gov](mailto:BarberB@courts.mi.gov), or Lori DeMember at (517) 373-3122 or [DeMemberL@courts.mi.gov](mailto:DeMemberL@courts.mi.gov).